



# COLORADO RIVER INDIAN TRIBES

## *Human Resources*

26600 MOHAVE RD.

PARKER, ARIZONA 85344

(928) 669-1320 • Fax (928) 669-5263

Eldred Enas, Chairman

**MARCH 01, 2012**

**#13-12**

### **VACANCY ANNOUNCEMENT**

**DEPARTMENT:** LEGAL – OFFICE OF ATTORNEY GENERAL  
**POSITION:** JUNIOR VICTIM ADVOCATE  
**SALARY:** \$25,000 - \$27,000 ANNUALLY  
**RESPONSIBLE TO:** VICTIM ADVOCATE AND ATTORNEY GENERAL  
**CLOSING DATE:** OPEN UNTIL FILLED

#### **DUTIES AND RESPONSIBILITIES:**

The Junior Victim Advocate ("Junior Advocate") supports the Victim Advocate. This may include but is not limited to:

- Implementation of program goals and objectives, policy and procedures, management of all grant related activities including reporting requirements.
- Work with public, private and other non-profit agencies on the reservation, La Paz County and other surrounding reservations as necessary.
- Provide victims of domestic abuse with information regarding safe and confidential ways to seek services, orders of protections and other community services which may be available.
- Responsible for coordinating efforts with Tribal and local law enforcement, social services agencies and judicial system in providing domestic violence victim advocacy to minimize unnecessary duplication of services.
- May assist victims to initiate and maintain liaison with medical facilities and criminal investigative agencies.
- Responsible for participation and collaboration with other CRIT key enforcement departments.
- Be on-call when the Victim Advocate is not available.
- Ability to understand and be non-judgmental when dealing with victims.
- Some knowledge of tribal codes regarding domestic violence.
- Must be dedicated to helping victims.
- Must be flexible in scheduling.
- Must have strong understanding of confidentiality and the implications of not adhering to the guidelines of confidentiality.

The CRIT Junior Victim Advocate should also have some knowledge of family violence dynamics and should have the ability to understand and be sensitive to and have empathy for victims. The CRIT Junior Victim Advocate must be willing to learn Tribal, federal and state laws. This position is also responsible for intervention in crisis situations to assure victim safety and should be able to advocate for victims of domestic violence and to activate a victim support system.

**MINIMUM EDUCATION REQUIREMENTS:**

- Bachelor's/Associate's Degree in Social Work, Sociology, Psychology, Criminal Justice or related social or behavioral science.
- Or two (2) years of work related experience working with domestic violence victims and crisis intervention may be substituted for above.
- Experience and knowledge of community resources, ethnic minority environment, family dynamics and human behavior required.
- Previous experience in community collaboration desirable.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Strong skills in computer applications such as Microsoft Word, Excel, PowerPoint and knowledgeable of Access. Excellent written and verbal communication skills is required. Must be able to work efficiently at a high pace environment and must be able to manage time effectively.

CRIT is a drug free work place. All employees will be required to submit to fingerprinting and a criminal background check. The CRIT Victim Advocate further understands that she/he may be at risk of being exposed to infectious diseases and will under no circumstance expose her/himself to blood borne pathogens until all necessary criteria have been met.

**APPLY:**

**C.R.I.T. HUMAN RESOURCES DEPARTMENT  
26600 MOHAVE ROAD  
PARKER, ARIZONA 85344**

**FOR EMPLOYMENT APPLICATION VISIT: <http://crit-nsn.gov>**

**INDIAN PREFERENCE:** Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

**CRIT OFFERS:** Health and Life Insurance, Pension Plan, Paid Holidays, Sick and Annual Leave. Pre-Employment Drug Screening is required.